

## CITY OF CLARKSTON

ITEM NO: F4

## CLARKSTON CITY COUNCIL MEETING

HEARING TYPE:  
Council Meeting

## BUSINESS AGENDA / MINUTES

ACTION TYPE:  
Resolution

MEETING DATE: November 1, 2016

SUBJECT: Reclassification of Patrol Officer Position to Training/Certification Manager

DEPARTMENT: Police Department

PUBLIC HEARING: ☐ YES ☒ NO

ATTACHMENT: ☒ YES ☐ NO  
Pages: 2

INFORMATION CONTACT: Keith Barker  
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PURPOSE: Reclassification of a Patrol Officer position to a Training/Certification Manager.

NEED/ IMPACT: Due to a shortage of viable candidates, three (3) Police Officer positions were not funded in the FY' 2016 budget. Staff anticipates recommending that two (2) of these positions remain unfunded in the FY' 2017. IN order to ensure that our Police Officers receive beneficial and cost effective training, and to assist with obtaining state certification and eventually national CALEA certification, the department is seeking to reclassify one Police Officer position and create a position entitled Training/Certification Manager. This position will serve as the department's accreditation and state certification manager; will draft and modify policies and procedures; will maintain accreditation files; draft new written directives; and will review and provide recommendations covering a wide variety of complex and technical issues related to law enforcement. The position will also serve as the department training officer to insure all personnel meet P.O.S.T certification requirements.

The full year budget impact will be as follows:

	<u>Patrol Officer</u>	<u>Training/Certification Manager</u>
Base Pay	\$44,200 (@ 84 Hrs Bi-weekly)	\$60,000
Overtime	\$750	\$0.00
Benefits	<u>\$18,849</u>	<u>\$20,025</u>
	\$63,799	\$80,033

**Budget impact of position reclassification = \$16,234**RECOMMENDATIONS:

Staff recommends that the Council vote to reclassify one patrol officer position to that of Training/Certification Manager effectively immediately.